



## RECREATION & SENIOR SERVICES DEPARTMENT RESERVATION FEES

All rentals are governed by City Council Policies **B-16** and **B-13**. Security/Compliance deposits are required for all public rentals.

### **RESTRICTIONS**

The City does not issue community center rentals on Martin Luther King Day, President's Day, Easter, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving, day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, or New Year's Day.

### **FEE SCHEDULE**

***(Rates listed are hourly rates – Rentals have a 2-hour minimum)***

**R** = City of Newport Beach Resident

**NR** = Non-Resident

**RNPYSO** = Resident Non-Profit Youth Serving Organization

#### **NCCC ★**

	Commercial		RNPYSO	Non-Profit		Private	
MEETING ROOMS	R	NR		R	NR	R	NR
Newport Ridge / Pelican Rooms	160	318	24	50	94	79	158
Newport Coast / Willinger Rooms	270	519	48	66	132	126	246
Gymnasium (sport events only)	352	676	43	79	136	108	195
Warming Kitchen	36	72	18	18	36	24	48
Outdoor Patio	84	168	24	36	72	48	96

#### **CYC ★**

	Commercial		RNPYSO	Non-Profit		Private	
MEETING ROOMS	R	NR		R	NR	R	NR
Classrooms (2)	160	318	18	50	94	79	158

#### **OASIS★**

	Commercial		Non-Profit		Private		Cleaning	AV
MEETING ROOMS	R	NR	R	NR	R	NR		
Small Classroom	160	318	50	94	79	158		
Large Classroom	270	519	66	132	126	246		
Event Center	360	645	135	205	200	330	125	100

★ **A one-time administrative fee charge of \$5 is added to each reservation.**

### **SECURITY DEPOSIT**

Small Room: \$100.00

Large Room or Gym: \$185.00

Kitchen: \$300.00

OASIS Event Center

\$400.00 (alcohol)

\$200.00 (no alcohol)

*Note: Failure to properly clean up after a rental, damaging property, and other non-compliance with Facility Use Regulations are grounds for forfeiture of deposit.*

### **CANCELLATION**

Cancellation of rentals that occur less than 30 days prior to the scheduled use of the facility will be charged 25% of the rental fee. Cancellations with less than 72 hours notice will be charged the entire rental fee.

**SPECIAL EVENT PERMITS AND INSURANCE** – Some events and activities may require a Special Event Permit or Insurance.